

CENTRAL INTELLIGENCE GROUP  
Washington, D. C.

**CONFIDENTIAL**

18 June 1947

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SUBJECT: Organizational Changes

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1. The following changes in CIG organization and functions are announced, effective 1 July 1947:

a. Office of the Director

(1) The position of Personal Assistant to the Director is established.

(2) The functions of the General Counsel and Legislative Liaison Officer are transferred from the Personnel and Administrative Branch to the Office of the Director.

b. Office of the Executive Director

(1) The position of Assistant Executive Director is abolished.

(2) The position of Assistant to the Executive Director is established.

(3) The position of Executive for Inspections and Security is established to provide overall inspection, audit and security (including security policy) service for CIG. The functions of the Security Branch, OCD, and the Security Division, P & A Branch, are transferred, with certain exceptions, to be stated separately, to the Executive for Inspections and Security.

(4) The Personnel and Administrative Branch is abolished.

(5) The position of Executive for Administration and Management is established to provide:

- (a) Management service formerly provided by ICAPS.
- (b) Budget and fiscal service.
- (c) Personnel and medical service.

(d) Supply, transportation, telephone, real estate and utilities, reproduction, and general administrative service.

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c. ICAPS

The functions of the Advisor for Management are transferred to the Executive for Administration and Management.

d. Office of Collection and Dissemination

The Security Branch is abolished and its functions transferred to the Executive for Inspections and Security.

e. Office of Special Operations

(1) The Project Support Division is abolished.

(2) Direct administrative support under the immediate supervision of the Assistant Director for Special Operations will be provided under separate instructions.

(3) The functions of the Communications Division, P & A Branch, are transferred to the Office of Special Operations, except telephone, central records and courier service. OSO will provide adequate communications security and support for all of CIG.

(4) OSO will provide such other overall administrative support for CIG as may be directed by the Director of Central Intelligence.


f. The establishment of an Office of Security is postponed indefinitely.

2. Detailed organization charts, functional statements and tables of organization are being prepared and will be published separately.

3. Personnel adjustments in connection with these changes will be announced in personnel orders.

4. In those cases where reorganization and transfer of functions cannot be effected by 1 July, an additional transitional period will be authorized. Delays will be reported to the Executive for Administration and Management in each case.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

  
Deputy Executive for Personnel  
and Administration

ATTACHMENTS: None

DISTRIBUTION: A

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